附件：

**应聘人员登记表**

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| **姓 名** |  | | **性 别** | | |  | | | **出生日期** | | |  | | **近期照片** |
| **民 族** |  | | **婚姻状况** | | |  | | | **政治面貌** | | |  | |
| **最高学历** |  | | **第一学历** | | |  | | | **所学专业** | | |  | |
| **毕业学校** |  | | **毕业时间** | | |  | | | **职 称** | | |  | |
| **家庭住址** | |  | | | | | | | | | | | | |
| **联系方式** | |  | | | | | | **身份证号码** | | | | |  | |
| **身高/体重** | |  | | | | | | **健康状况** | | | | |  | |
| **户口所在地** | |  | | | | | | **联系电话** | | | | |  | |
| **社会保险是否缴纳**  **（截止缴纳月份）** | |  | | | | | | **有无不良记录（另请说明）** | | | | |  | |
| **档案所在地址** | |  | | | | | | **社会保障号** | | | | |  | |
| **应聘岗位** | |  | | | | | | **期望月薪** | | | | |  | |
| **学习经历(按时间倒序填写至高中)** | | | | | | | | | | | | | | |
| **起止时间** | **学校名称** | | | **专业** | | | **学历/学位** | | | **证明人及联系电话** | | | | |
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| **工作履历（由近及远填写）** | | | | | | | | | | | | | | |
| **起止时间** | **单位名称** | | | **岗位和职务** | | | **离职原因** | | | **证明人及联系电话** | | | | |
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| **培 训 情 况** | | | | | | | |
| **起止时间** | | **培训单位名称** | | **培训内容** | | **相关证书/证明** | |
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| **业务专长**  **及成就** | |  | | | | | |
| **性格/特长**  **及爱好** | |  | | | | | |
| **奖 惩**  **情 况** | |  | | | | | |
| **应聘人员社会关系情况表（直系亲属为必填信息）** | | | | | | | |
| **称谓** | **姓名** | **年龄** | **工作/学习单位** | | **职务** | | **联系电话** |
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| **补充其他有利于应聘的信息：** | | | | | | | |
| **本人保证以上所填内容均属实，若有不真实之处，愿接受无条件辞退的处分，特此声明。**  **签名: 日期:** | | | | | | | |

**请同步提交相关证明材料（包括但不限于证书）的扫描件。**